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March 16, 2009

William Watson, Administrator
NH Department of Transportation
Bureau of Planning and Community Assistance
7 Hazen Drive
Concord, NH 03302

RE: March 2009 Monthly Minor Revisions

Dear Mr. Watson:

The Strafford Metropolitan Planning Organization (SMPO) staff has received a request to approve the March 2009 Minor Revisions.

Administrative Modifications

1. Statewide 15263A – Complex Bridge Inspection

- Preliminary Engineering funds in fiscal year 2009 will be combined into CBI*7237 (\$46,000)
- The remaining \$600,000 in Preliminary Engineering funds will remain in project scope during fiscal year 2009.

2. Statewide CBI*7237 – Complex Bridge Inspection (PARENT)

- Revised project for 15263A and similar contracts, with \$1,050,000 available in Preliminary Engineering in fiscal year 2009

The following information is in the **Strafford MPO Prospectus** (pages 47-48) that was recently revised and adopted in 29, 2008 at the Strafford MPO Policy Committee Meeting:

"In the Strafford MPO the Executive Director has the authority to review Administrative Modification changes. The Executive Director may request the advice of members of the MPO Technical Advisory Committee to complete this review. The Executive Director will make recommendations to the Executive Committee for their concurrence or disapproval of Administrative Modification changes, and for a procedural change from Administrative Modification to Amendment. The Executive Committee will issue a letter to the NHDOT indicating their decision. Copies of these letters will be provided to members of the TAC and MPO."

Based on these procedures, the Executive Director **recommended approval of the above Administrative Modifications to the 2009-2012 STIP as proposed.** The above project was discussed at the Friday, March 13, 2009 Executive Committee Meeting with the Executive Committee **concurring with the changes as recommended.** Additionally, letters were sent to members of the SMPO Policy and TAC, with no comments received from members of the two committees.

A copy of this letter will be provided to members of the SMPO Technical Advisory Committee and Policy Committee. Please contact us if you have any questions regarding our actions.

Sincerely,



Cynthia Copeland, AICP
Executive Director

Planning and action for sustainable development and an improved quality of life.